



75TH AIR BASE WING



2010 **Environment, Energy Security & Sustainability Conference**

IMPLEMENTATION OF COST REPORTING AND FUND REIMBURSEMENT TRACKING IN EESOH-MIS HW MODULE

Mr. Mitch Haight, EM-Assist, Inc.

Dr. Wayne Downs, 75 CEG/CEVC

June, 2010

Report Documentation Page

*Form Approved
OMB No. 0704-0188*

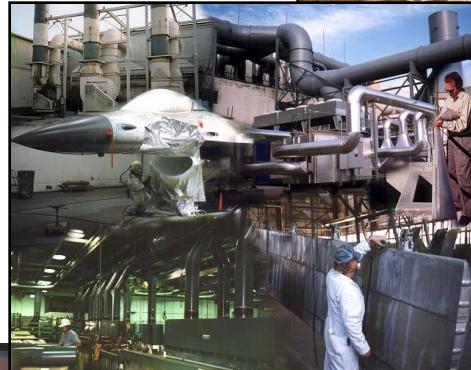
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1. REPORT DATE JUN 2010	2. REPORT TYPE	3. DATES COVERED 00-00-2010 to 00-00-2010		
4. TITLE AND SUBTITLE Implementation of Cost Repoting and Fund Reimbursement Tracking in EESOH-MIS HW Module			5a. CONTRACT NUMBER	5b. GRANT NUMBER
			5c. PROGRAM ELEMENT NUMBER	
6. AUTHOR(S)			5d. PROJECT NUMBER	
			5e. TASK NUMBER	
			5f. WORK UNIT NUMBER	
7. PERFORMING ORGANIZATION NAME(S) AND ADDRESS(ES) 75th Air Base Wing,75 CEG/CEVC,Hill AFB,UT,84056			8. PERFORMING ORGANIZATION REPORT NUMBER	
9. SPONSORING/MONITORING AGENCY NAME(S) AND ADDRESS(ES)			10. SPONSOR/MONITOR'S ACRONYM(S)	
			11. SPONSOR/MONITOR'S REPORT NUMBER(S)	
12. DISTRIBUTION/AVAILABILITY STATEMENT Approved for public release; distribution unlimited				
13. SUPPLEMENTARY NOTES Presented at the NDIA Environment, Energy Security & Sustainability (E2S2) Symposium & Exhibition held 14-17 June 2010 in Denver, CO.				
14. ABSTRACT				
15. SUBJECT TERMS				
16. SECURITY CLASSIFICATION OF:			17. LIMITATION OF ABSTRACT Same as Report (SAR)	18. NUMBER OF PAGES 26
a. REPORT unclassified	b. ABSTRACT unclassified	c. THIS PAGE unclassified		19a. NAME OF RESPONSIBLE PERSON



Introduction

- Fund Reimbursement and Cost Tracking
- Why is it important?
- Tools to help; EESOH-MIS
- Benefits





Drivers

- Why Worry About It?
 - It is now Air Force policy that tenants will begin paying their own way:
 - Air Force Instruction 32-7042, *Waste Management*
 - Air Force Instruction 65-601, *Budget Guidance and Procedures*
 - AF Playbook, standardized business practices



AFI 32-7042, Waste Management

2.5. Host-Tenant Support.

2.5.1. The Air Force supports the HW disposal needs of both Air Force and DoD tenants on Air Force installations.

...

2.5.4. The tenant will reimburse the installation IAW AFI 65-601 Volume 1, for all waste disposal costs that exceed \$125 for any calendar quarter and as documented in a host-tenant agreement. If a tenant organization's accumulated charges do not exceed \$125 per calendar quarter, the installation can use its discretion to waive billing the tenant.



AFI 65-601 V1, Budget Guidance and Procedures

7.10. Billing Tenants:

...

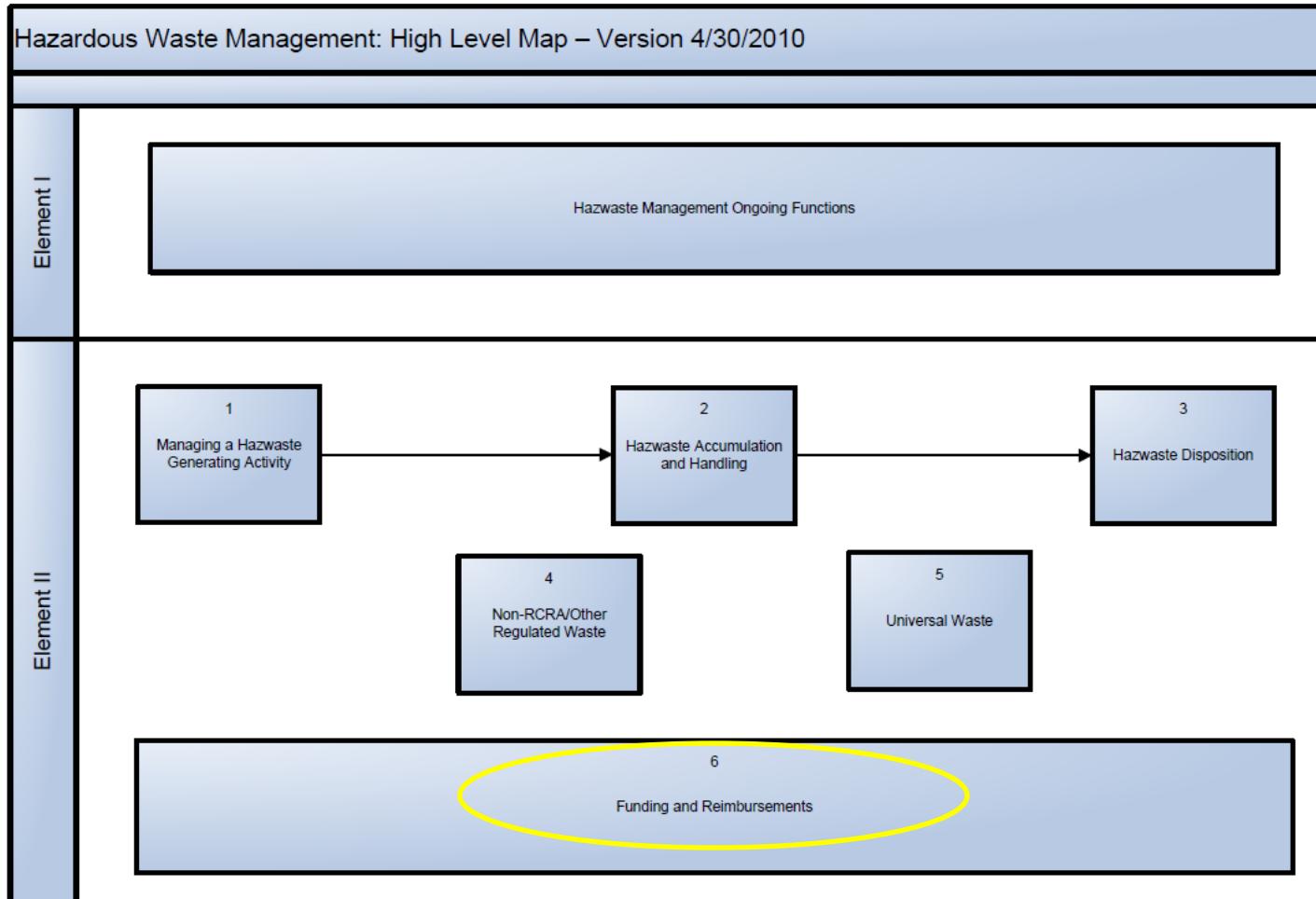
7.10.2. You may waive billings when the accumulated charges against a reimbursable tenant don't exceed \$125 for any calendar quarter.

EXCEPTION: Don't apply this waiver to DWCF transactions or support.



Air Force Policy

Air Force Playbook

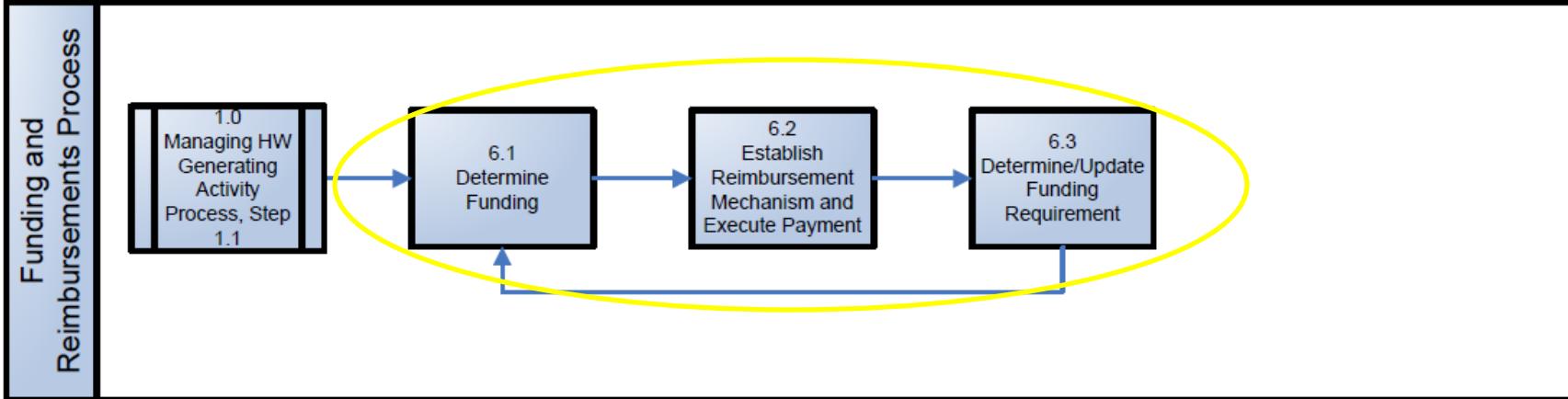


Air Force Policy



Air Force Playbook

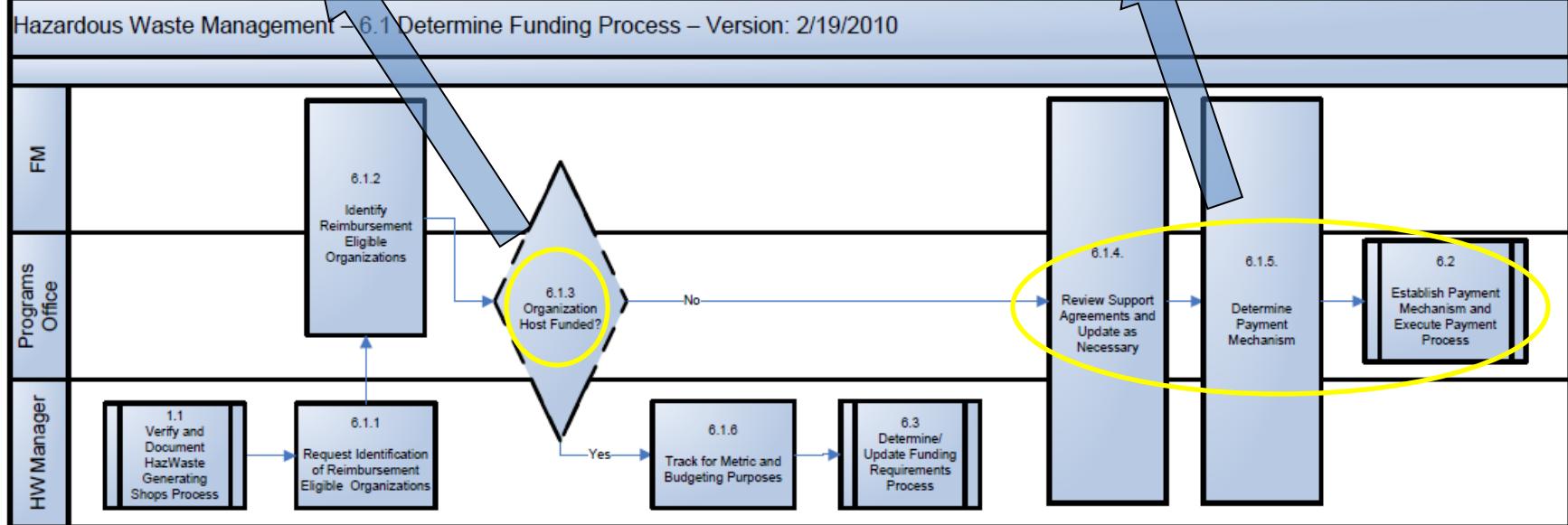
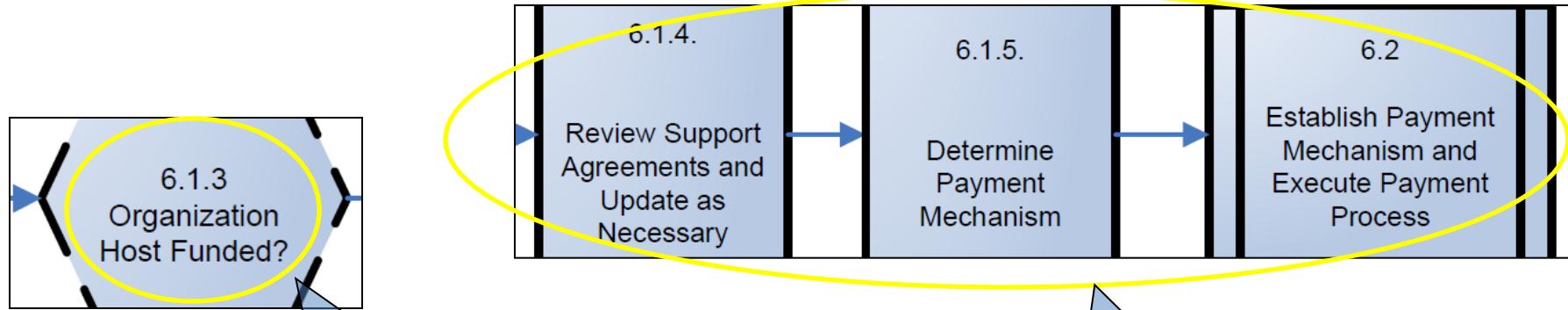
Hazardous Waste Management – 6.0 Funding and Reimbursements Process – Version: 2/19/2010



Air Force Policy



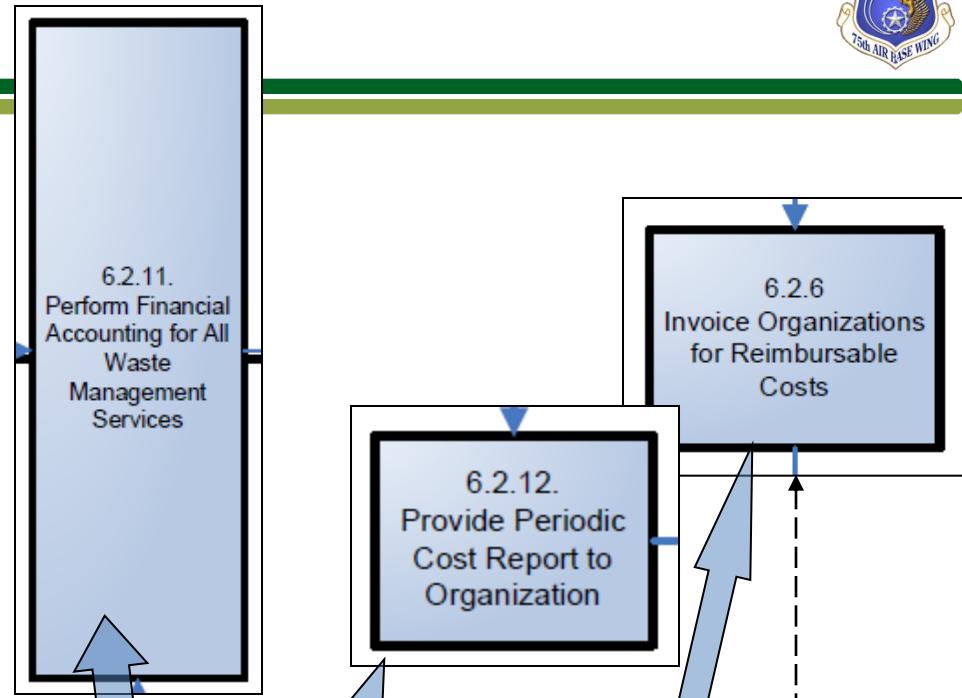
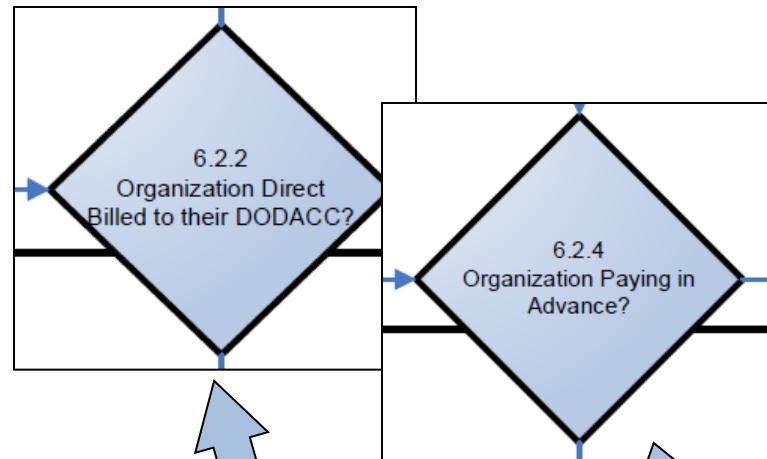
Air Force Playbook - Draft



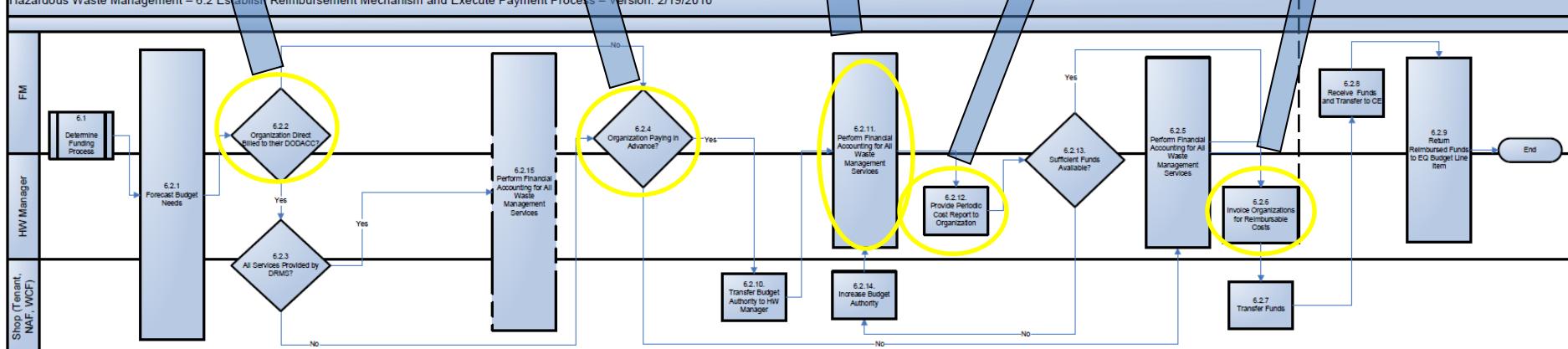
Air Force Policy



Air Force Playbook



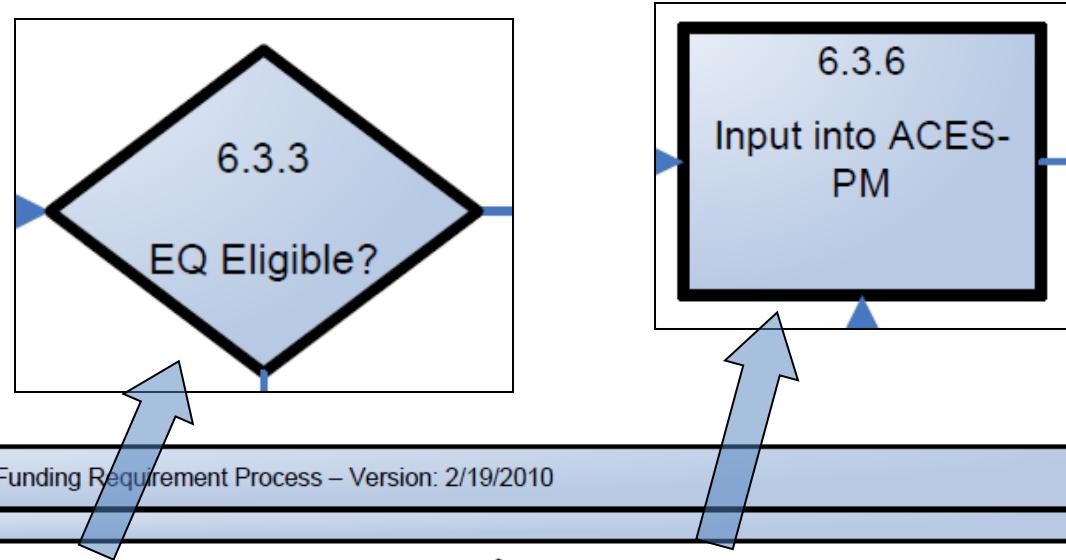
Hazardous Waste Management – 6.2 Establish Reimbursement Mechanism and Execute Payment Process – Version: 2/19/2010



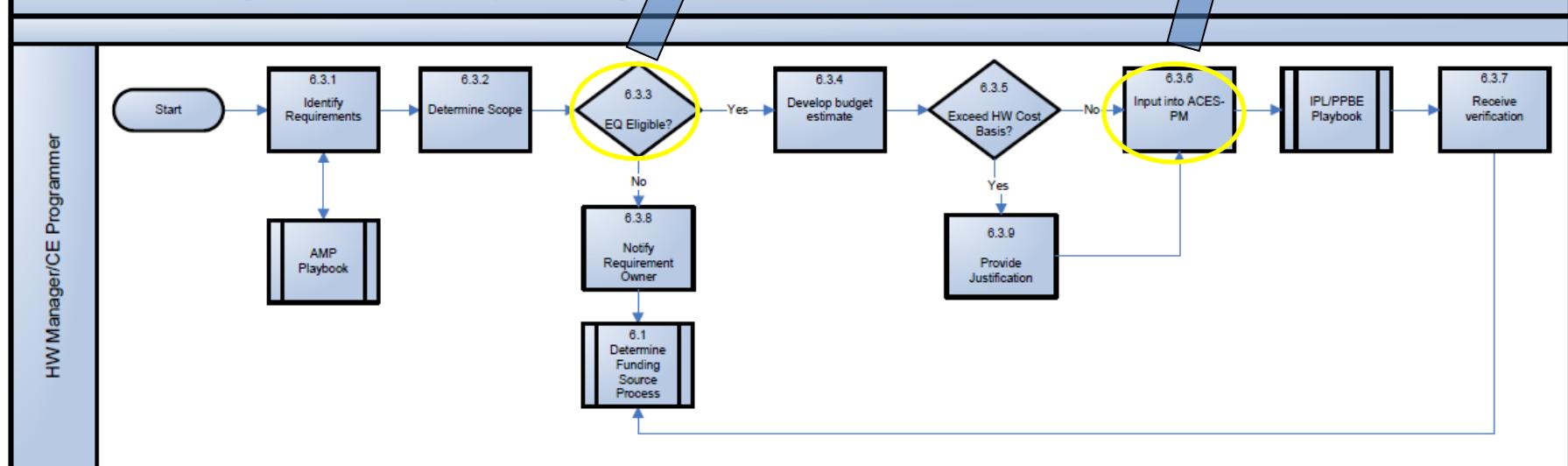
Air Force Policy



Air Force Playbook - Draft

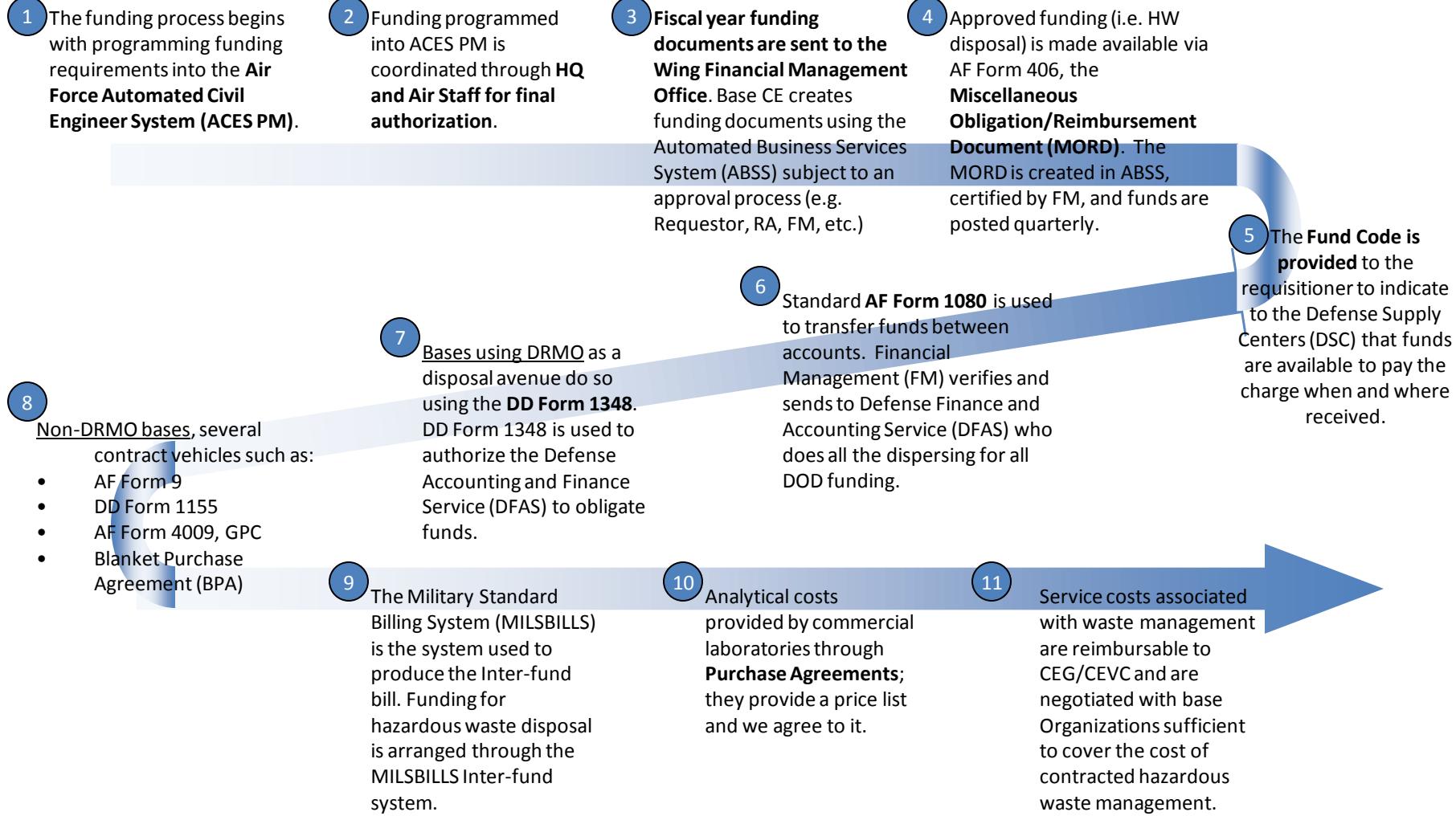


Hazardous Waste Management – 6.3 Determine/Update Funding Requirement Process – Version: 2/19/2010





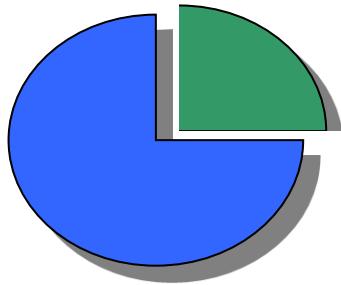
“Front-End” Process: AF Business Practice



Options

➤ Two reimbursement options:

1) Macro, Estimated

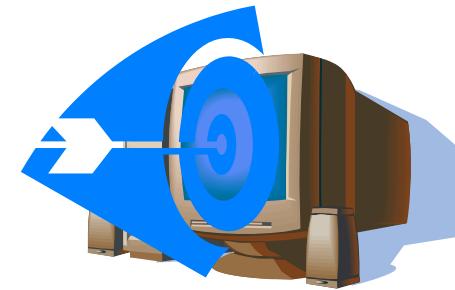


- ✓ Negotiate with tenants and Organizations to develop a **formula** to assign waste management costs.

The **advantage** to this method is its simplicity and ease to implement.

The **disadvantage** is that it does not have as large a waste minimization/EMS impact, it is subjective and non-standardized – each installation must develop.

2) Granular, Detailed

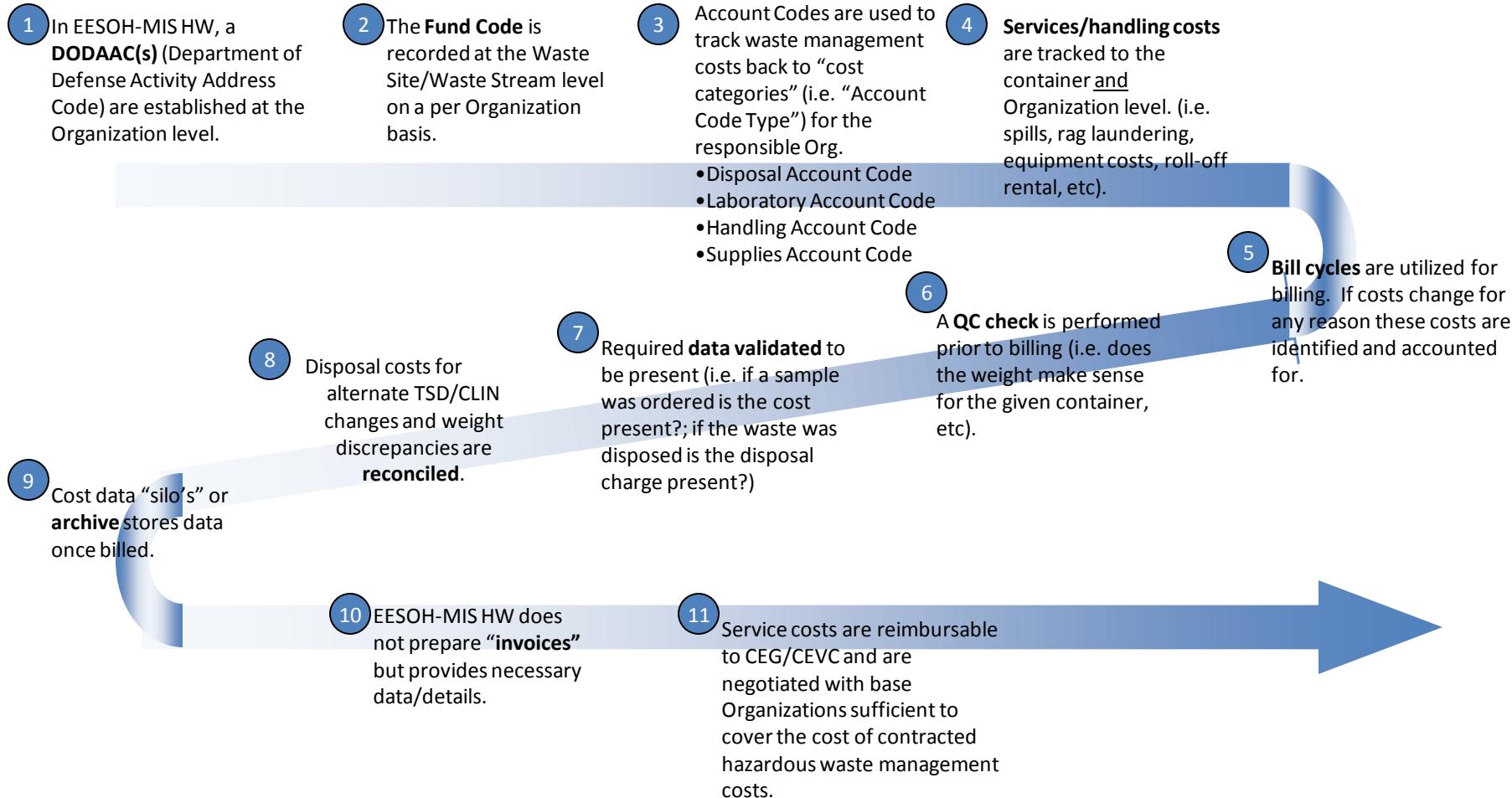


- ✓ Use generally-accepted accounting principles built into the **EESOH-MIS HW module** functionality to assign near exact costs to the Organization responsible for the waste management costs.

The **advantage** to this method is its defensibility, the incentives it provides for waste and cost minimization - small efforts on the generators part are immediately reflected in the next bill cycle providing an important “yard-stick” for an installations EMS effort.

The **disadvantage** is that it is more maintenance intensive and complex to implement.

“Back-end” Process: EESOH-MIS HW (Method 2)



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A DODACC and Fund Code is assoc. w/ an Organization

A

Installation Management » Manage Organizations » Search Results » Edit Organization » DODAACS » Fund Codes

Fund Codes

Organization: 109TH REGIONAL SUPPORT GROUP Parent: DODAAC: FB2027
DODAAC Title: HILL AFB

Organization	Address(es)	Contacts	DODAACS	IHPOS	
DODAAC	Fund Codes				
Displaying 1 - 1 of 1 records found.					
<input type="button" value="Edit/View"/> <input type="button" value="Remove"/>		<input type="button" value="Add Fund Code"/>			
Fund Code	Description	Start Date	End Date		
30	O&M, AF.	2009/12/08			
<input type="button" value="Edit/View"/> <input type="button" value="Remove"/>		<input type="button" value="Add Fund Code"/>			

B

Installation Management » Manage Organizations » Edit Organization » DODAACs » DODAAC » Fund Codes » Account Codes » Add Account Code

Account Codes

Organization: 100 FLYING TRAINING SQ Parent: 340 FLYING TRAINING GP
DODAAC Title: HILL AFB Parent: DODAAC: FB2027 Fund Code: 11

Organization	Address(es)	Contacts	DODAACs	IHPOS	
DODAAC	Fund Codes				
Fund Code	Account Codes				
Displaying 1 - 3 of 3 records found.					
<input type="button" value="Edit/View"/> <input type="button" value="Remove"/>		<input type="button" value="Add Account Code"/>			
Account Code	Account Code Type	Start Date	End Date		
Contract	Services for HW Removal	Handling Cost	2010/02/22		
HW Sampling Costs	Lab Cost	2010/02/22			
Offline Supplies Fund	Supplies Cost	2010/02/22			
<input type="button" value="Edit/View"/> <input type="button" value="Remove"/>		<input type="button" value="Add Account Code"/>			

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The disposal cost is assoc. w/ a Waste Profile via CLINS, CLINS are created via Manage Contracts

C

[Hazardous Waste](#) » [Characterize Waste](#) » [Search Results](#) » [Disposal Avenue/Cost](#) »

Disposal Avenue/Cost

* Indicates a required field.

Waste Profile	DRMO	Physical	Chemical	MSDS	Other Waste	DOT Shipping	EPA Waste Code(s)	State/Local Waste Code(s)	Biennial	Disposal Avenue/Cost	Approval
Disposal Avenue/Cost	CLINs										

Disposal Code: *

D

[Hazardous Waste](#) » [Characterize Waste](#) » [Search Results](#) » CLINs

CLINs

* Indicates a required field.

Waste Profile	Characterization Method:
Disposal Avenue/Cost	CLINs

Displaying 1 - 1 of 1 records found.

DTID Extension	Contractor Name	Contract #	CLIN	CLIN Description	Cost Per Unit of Measure	UOM
<input type="radio"/>	CLEAN HARBORS	F967097-001	9404	Toxicity Characteristic Waste, Containerized Solids	\$5.68	PER LB

E

[Installation Management](#) » [Manage Contracts](#) » [Search Results](#) » [Edit Contract](#) » CLIN

Contract Line Item Number (CLIN)

Contract #: F967097-001

Contract	CLIN	TO/DO
<input type="radio"/>	CLIN	

Displaying 1 - 2 of 2 records found.

CLIN	CLIN Description	Cost Per Unit of Measure	UOM	Start Date	End Date
<input type="radio"/>	9107 Ignitable Wastes, Bulk Solids, Non-debris	\$1.78	PER LB	2009/10/01	2010/10/01
<input type="radio"/>	9404 Toxicity Characteristic Waste, Containerized Solids	\$5.68	PER LB	2009/10/01	2010/10/01

Gives you selections from From the Waste Profile. CLINs are created via Manage Contracts...

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Handling, supplies, & lab costs and Account Codes are assoc. via. the Waste Stream (E & F)

[Hazardous Waste](#) » [Manage Waste Sites](#) » [Search Results](#) » [Edit Waste Site](#) » [Waste Site Waste Streams](#) » [Edit Waste Stream](#) » Generator Billing

Handling/Supplies/Lab Cost

* Indicates a required field.

Waste Site #: 100-001

Type: IAP

Waste Site Status: Active

Shop Code: MC048

Organization: 22 LOGISTICS READINES SQ

Waste Stream #: 0102H

Waste Stream Name: TOXIC FILTERS

Waste Site Waste Stream Status: Active

Waste Site Contingency Site Personnel

Waste Streams Approval

Waste Stream Processes Container Info

Generator Info/Cost Characterization Sample Analysis Plan Sampling History/Statistics

Generator Billing Handling/Supplies/Lab Cost Approval

Handling Cost

Handling Cost Class:

(Unverified)

Description:

Handling Cost

\$ per

Supplies Cost

Empty Container Cost:

\$ 10.0

Supplies Cost per Container:

\$ 10.0

Lab Cost

Total Lab Cost:

\$ 1315.0

Save Cancel

[Hazardous Waste](#) » [Manage Handling Class](#) » [Search Results](#) » [Edit Handling Class](#)

Edit Handling Class

* Indicates a required field.

Handling Class: *

NAD123

Cost Per Unit of Measure: *

\$ 1003.0

UOM: *

LB - POUNDS

Description:

Save Cancel

► [Comes from “Manage Empty Container Inventory” page]

[Hazardous Waste](#) » [Manage Waste Sites](#) » [Search Results](#) » [Edit Waste Site](#) » [Waste Site Waste Streams](#) » [Edit Waste Stream](#) » Handling Supplies/Lab Cost

Generator Billing Information

* Indicates a required field.

Waste Site #: 100-001

Type: IAP

Shop Code: MC048

Organization: 22 LOGISTICS READINES SQ

Waste Stream #: 0102H

Waste Stream Name: TOXIC FILTERS

Waste Site Contingency Site Personnel

Waste Streams Approval

Waste Stream Processes Container Info

Generator Info/Cost Characterization Sample Analysis Plan Sampling History/Statistics

Generator Billing Handling/Supplies/Lab Cost Approval

Disposal Code: *

HW - Hazardous Waste Disposal Through DRMO Contract

DODAAC:

FB4621 (Verified)

Fund Code:

16 (Verified)

Disposal Account Code:

53411 (Verified)

Handling Account Code:

53411 (Verified)

Supplies Account Code:

61910 (Verified)

Lab Account Code:

53410 (Verified)

[Hazardous Waste](#) » [Manage Waste Sites](#) » [Search Results](#) » [Edit Waste Site](#) » [Disposal Avenue/Cost](#) » [Waste Site Waste Streams](#) » Lab Methods

Sample Analysis Plan Analytical Methods

* Indicates a required field.

Waste Site #: 100-001

Type: IAP

Shop Code: MC048

Organization: 22 LOGISTICS READINES SQ

Waste Stream #: 0102H

Waste Stream Name: TOXIC FILTERS

Lab Name: CONTINENTAL ANALYTICAL SERVICES INC

Waste Site Contingency Site Personnel

Waste Streams Approval

Waste Stream Processes Container Info

Generator Info/Cost Characterization Sample Analysis Plan Sampling History/Statistics Approval

Sample Analysis Plan Analytical Method(s)

Displaying 1 - 2 of 2 records found.

Remove

Analytical Method

EPA 13116010B Cost \$180.00

EPA-SW-846 8260B \$172.00

Total Cost of Analytical Methods \$352.00

Remove

F

G

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All costs (handling, supplies, lab and disp.) are assoc. by default w/ each container issued under a waste profile

Hazardous Waste » Manage Containers » Search Results » Edit Container

Edit Container

* Indicates a required field.

Container	EPA Waste Code(s)	State/Local Waste Code(s)	Container Journal History																																																				
Container Info	Delivery/Transfer Data	Location History																																																					
Container #:	HW20090001																																																						
Waste Site #:	140G																																																						
Waste Stream #:	0103H																																																						
Waste Profile #:	0114N																																																						
Current Waste Site #:	140G																																																						
Shop Code:	KG050																																																						
Organization:	184 LOGISTICS READINES SQ																																																						
DTID #:																																																							
Container Age:	47																																																						
Last Action:																																																							
Container Status:	AI	<input type="button" value=""/>	(Verified)																																																				
Container # Issued/Declared By:	Associate User																																																						
Issued/Declared Date:	2009/10/19																																																						
Regulatory Start Date:	2009/10/22	<input type="button" value=""/>	(yyyy/mm/dd)																																																				
Fill Date:	<input type="button" value=""/>	<input type="button" value=""/>	(yyyy/mm/dd)																																																				
Container Location:	<input type="button" value=""/>	<input type="button" value=""/>	(Unverified)																																																				
Container Type:*	55.0 GAL DM																																																						
DOT POP Packaging Type:																																																							
Container Quantity:*																																																							
Is this an estimated quantity?																																																							
If non-weight measurement																																																							
(Continued...)																																																							
Billing Information <table border="1"> <tr> <td>DODAAC:</td> <td>FB4553</td> <td><input type="button" value=""/></td> <td>(Verified)</td> </tr> <tr> <td>Fund Code:</td> <td>16</td> <td><input type="button" value=""/></td> <td>(Verified)</td> </tr> <tr> <td>Disposal Account Code:</td> <td>53411</td> <td><input type="button" value=""/></td> <td>(Verified)</td> </tr> <tr> <td>Handling Account Code:</td> <td>53411</td> <td><input type="button" value=""/></td> <td>(Verified)</td> </tr> <tr> <td>Supplies Account Code:</td> <td>61910</td> <td><input type="button" value=""/></td> <td>(Verified)</td> </tr> <tr> <td>Lab Account Code:</td> <td>53410</td> <td><input type="button" value=""/></td> <td>(Verified)</td> </tr> <tr> <td>Handling Cost Class:</td> <td>NAD456</td> <td><input type="button" value=""/></td> <td>(Verified)</td> </tr> <tr> <td>Handling Cost:</td> <td colspan="3">US \$ 2008.0 per LB</td> </tr> <tr> <td>Handling Cost Description:</td> <td colspan="3"></td> </tr> <tr> <td>Supplies Cost per Container:</td> <td colspan="3">US \$ 60.05</td> </tr> <tr> <td>Supplies Cost Description:</td> <td colspan="3"></td> </tr> <tr> <td>Last Comment:</td> <td colspan="3"></td> </tr> <tr> <td>New Comment:</td> <td colspan="3"></td> </tr> </table>				DODAAC:	FB4553	<input type="button" value=""/>	(Verified)	Fund Code:	16	<input type="button" value=""/>	(Verified)	Disposal Account Code:	53411	<input type="button" value=""/>	(Verified)	Handling Account Code:	53411	<input type="button" value=""/>	(Verified)	Supplies Account Code:	61910	<input type="button" value=""/>	(Verified)	Lab Account Code:	53410	<input type="button" value=""/>	(Verified)	Handling Cost Class:	NAD456	<input type="button" value=""/>	(Verified)	Handling Cost:	US \$ 2008.0 per LB			Handling Cost Description:				Supplies Cost per Container:	US \$ 60.05			Supplies Cost Description:				Last Comment:				New Comment:			
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Last Comment:																																																							
New Comment:																																																							

All costs associated with a container are estimates, defaulted from the profile.

- Sample cost come from Manage Samples
- Disposal costs come from Manage Contracts / CLINS
- Handling costs come from Manage Handling Cost Class
- Supplies Cost come from Waste Site/Waste Stream Generator Billing tab.

To change this you must go to the Manage Handling Cost Class (HCC) and Update the existing HHC or add another Assign it to the container here.

Supplies cost is the only cost that is Completely editable from the container.

➤ Important Functionality

- **EDD:** Disposal data is updated electronically via a DRMS data interface. Modifications to contract are made automatically.
- **Cost Types:** All cost types (handling or service costs; disposal costs; analytical costs (for waste verification); other ancillary waste management costs (i.e. spills, IWTP sludge, rag laundering, etc) are tracked.
- **Bill Cycle:** Billing is done based on regular periodic billing statements issued to tenants.
- **Reconciliation:** Current billing data (i.e. disposal cost, handling cost, etc) is compared to previous billed data for the purpose of correcting one or both Information Sources.
- **Data Archive:** Data “silos” will ensure that bills do not change. Subsequent billing will appear on the corresponding bill cycle.
- **Cost Report and Metrics...**

Comprehensive Waste Management Report



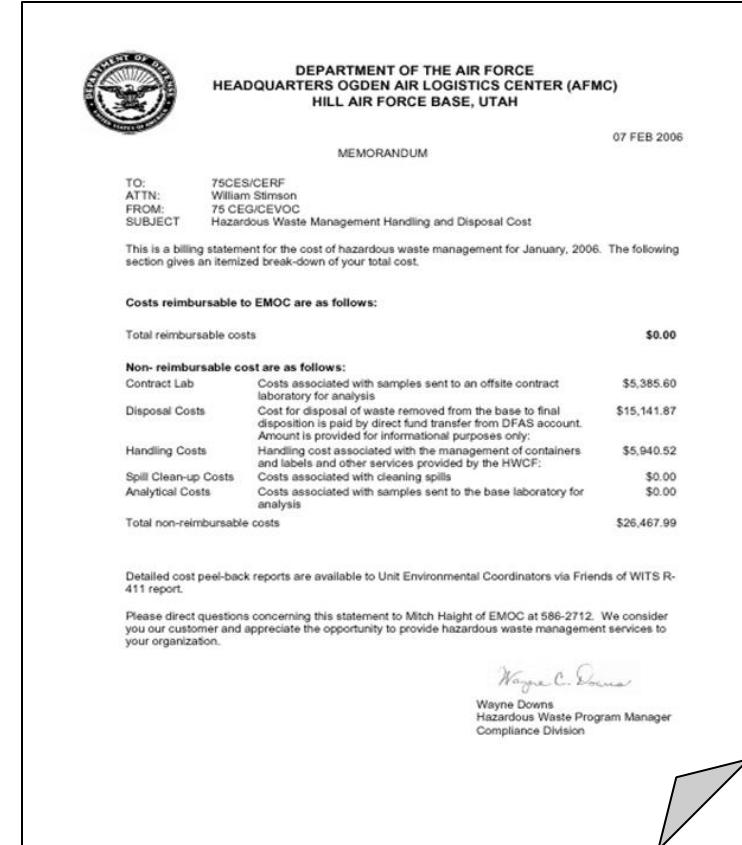
Cost Report

Control Number	WSN	Wt or Unit	Bill Unit	CLIN	Cost / Unit	Disposal Cost	Handling Cost	External Lab Cost	Base Lab Cost	Total
MANL 2										
LI18533301	E02	201	LB	940400	\$74.37	\$80.00	\$0.00	\$0.00	\$0.00	\$154.37
LI18533302	E02	180	LB	940400	\$86.60	\$80.00	\$0.00	\$0.00	\$0.00	\$146.60
LI18533303	E02	155	LB	940400	\$57.35	\$80.00	\$0.00	\$0.00	\$0.00	\$137.35
LI18533304	E02	183	LB	940400	\$87.71	\$80.00	\$0.00	\$0.00	\$0.00	\$147.71
LI18533305	E02	152	LB	940400	\$58.24	\$80.00	\$0.00	\$0.00	\$0.00	\$136.24
LI18533306	E02	175	LB	940400	\$84.75	\$80.00	\$0.00	\$0.00	\$0.00	\$144.75
LI18533307	E02	165	LB	940400	\$61.05	\$80.00	\$0.00	\$0.00	\$0.00	\$141.05
LI18533308	E02	142	LB	940400	\$92.54	\$80.00	\$0.00	\$0.00	\$0.00	\$132.54
LI18534701	E02	201	LB	940400	\$74.37	\$80.00	\$0.00	\$0.00	\$0.00	\$154.37
LI18534702	E02	142	LB	940400	\$52.54	\$80.00	\$0.00	\$0.00	\$0.00	\$132.54
LI18534703	E02	151	LB	940400	\$55.87	\$80.00	\$0.00	\$0.00	\$0.00	\$135.87
LI18534704	E02	160	LB	940400	\$50.20	\$80.00	\$0.00	\$0.00	\$0.00	\$139.20
LI18534705	E02	162	LB	940400	\$59.94	\$80.00	\$0.00	\$0.00	\$0.00	\$139.94
LI18534706	E02	156	LB	940400	\$67.72	\$80.00	\$0.00	\$0.00	\$0.00	\$137.72
LI18534707	E02	146	LB	940400	\$54.02	\$80.00	\$0.00	\$0.00	\$0.00	\$134.02
LI18534708	E02	160	LB	940400	\$50.20	\$80.00	\$0.00	\$0.00	\$0.00	\$139.20
LI18534709	E02	158	LB	940400	\$58.48	\$80.00	\$0.00	\$0.00	\$0.00	\$138.46
LI18534701	E02	172	LB	940400	\$63.84	\$80.00	\$0.00	\$0.00	\$0.00	\$143.84
LI18534704	E02	162	LB	940400	\$59.94	\$80.00	\$0.00	\$0.00	\$0.00	\$139.94
LI18534705	E02	158	LB	940400	\$58.48	\$80.00	\$0.00	\$0.00	\$0.00	\$138.46
LI18620001*	E09	1			\$0.00	\$80.00	\$0.00	\$0.00	\$0.00	\$80.00
LI82600609*	E07	1			\$0.00	\$80.00	\$0.00	\$0.00	\$0.00	\$80.00
LI82602504*	E07	1			\$0.00	\$80.00	\$0.00	\$0.00	\$0.00	\$80.00
LI82602505*	E07	1			\$0.00	\$80.00	\$0.00	\$0.00	\$0.00	\$80.00
LIXX530702	X5658	447	LB	940200	\$328.31	\$80.00	\$0.00	\$904.03	\$910.31	
LIXX530703	X5659	2400			\$0.00	\$27.00	\$0.00	\$0.00	\$0.00	\$27.00
LIXX531201	X5705	209	LB	990200	\$91.96	\$80.00	\$0.00	\$504.00	\$675.96	
LIXX531202	X5705	289	LB	990200	\$127.16	\$80.00	\$0.00	\$0.00	\$0.00	\$207.16
LIXX531203	X5705	361	LB	990200	\$158.84	\$80.00	\$0.00	\$0.00	\$0.00	\$238.84
LIXX531204	X5705	440	LB	990200	\$193.80	\$80.00	\$0.00	\$0.00	\$0.00	\$273.80
NO1C529001	E69	119	LB	953400	\$180.88	\$80.00	\$0.00	\$0.00	\$0.00	\$260.88
N01C535801*	E69	1			\$0.00	\$80.00	\$0.00	\$0.00	\$0.00	\$80.00
NO1E532101	B58	75	LB	940400	\$27.75	\$80.00	\$0.00	\$0.00	\$0.00	\$107.75
NO1E532104	B57	925	LB	940400	\$342.25	\$80.00	\$0.00	\$0.00	\$0.00	\$422.25
NO1F533301	E01	347	LB	953400	\$527.44	\$80.00	\$0.00	\$0.00	\$0.00	\$607.44
Sludge					\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Zero HazMat Empty Drums					\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
					\$5,196.16	\$2,747.08	\$0.00	\$1,008.00	\$6,945.16	

Notes:
* Returned Empty Container.

Database: TMP_R411
Last Updated: 2/7/2006

Environmental Management Directorate
Rev 2/1/2006





DFAS Inter-Fund Bill



DEPARTMENT OF THE AIRFORCE
HEADQUARTERS OGDEN AIR DEFENSE CENTER (AFMC)
HILL AIR FORCE BASE, UTAH

1/17/2006

MEMORANDUM FOR CEVC (Attn: Jason Hipwell)

FROM: CEVOC

SUBJECT: December Interfund Bills W0412, W0580, X0256 and X0396: Disposal of Hazardous Waste/Material and/or IWTP Sludge.

This letter is to certify that DRMS bills W0412, W0580, X0256 and X0396 have been verified.

Bill No.: W0412

DMAG (Hazardous Waste Disposal)

<i>Organization</i>	<i>Total Amount</i>
649MUN	\$44.52
MABA1	\$36.89
MABA2	\$386.50
MABC1	\$2,000.87
MABC2	\$8,622.30
MABF1	\$1,249.40
MABF2	\$719.72
MABF3	\$386.12
MABF4	\$389.77
MABR2	\$2,748.15
MABR3	\$7,200.00
MABR4	\$124.02
MADL	\$283.02
MADW	\$657.52
MAKA	\$957.06
MAKB	\$34.98
MAKM	\$470.25
MAKR2	\$33.39
MAKT	\$2,818.30



Drivers

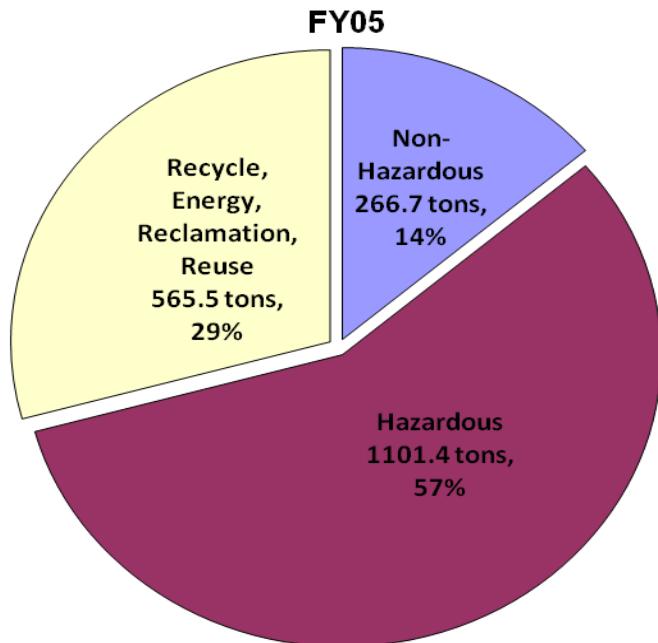
➤ Other Drivers?

- HQ will no longer subsidize hazardous waste management (services, disposal, sampling)
- Air Force Policy:
 - › Air Force Instruction 32-7042, *Waste Management*
 - › Air Force Instruction 65-601, Budget Guidance and Procedures
 - › AF Playbook, standardized business practices will drive this
- Provide visibility and accountability to waste generators to drive waste and cost reductions
- Provide defensible, reproducible and auditable data
- Streamline, automate, and standardize Air Force procedures
- Executive Order 13423: Strengthening Federal Environmental, Energy, and Transportation Management

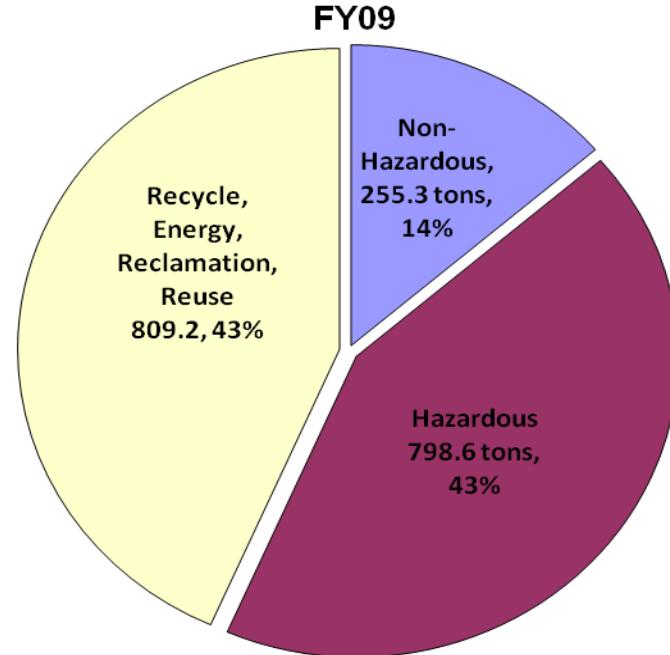


Waste Managed at Hill AFB by Category

Comparison of FY05 to FY09 Waste Metrics



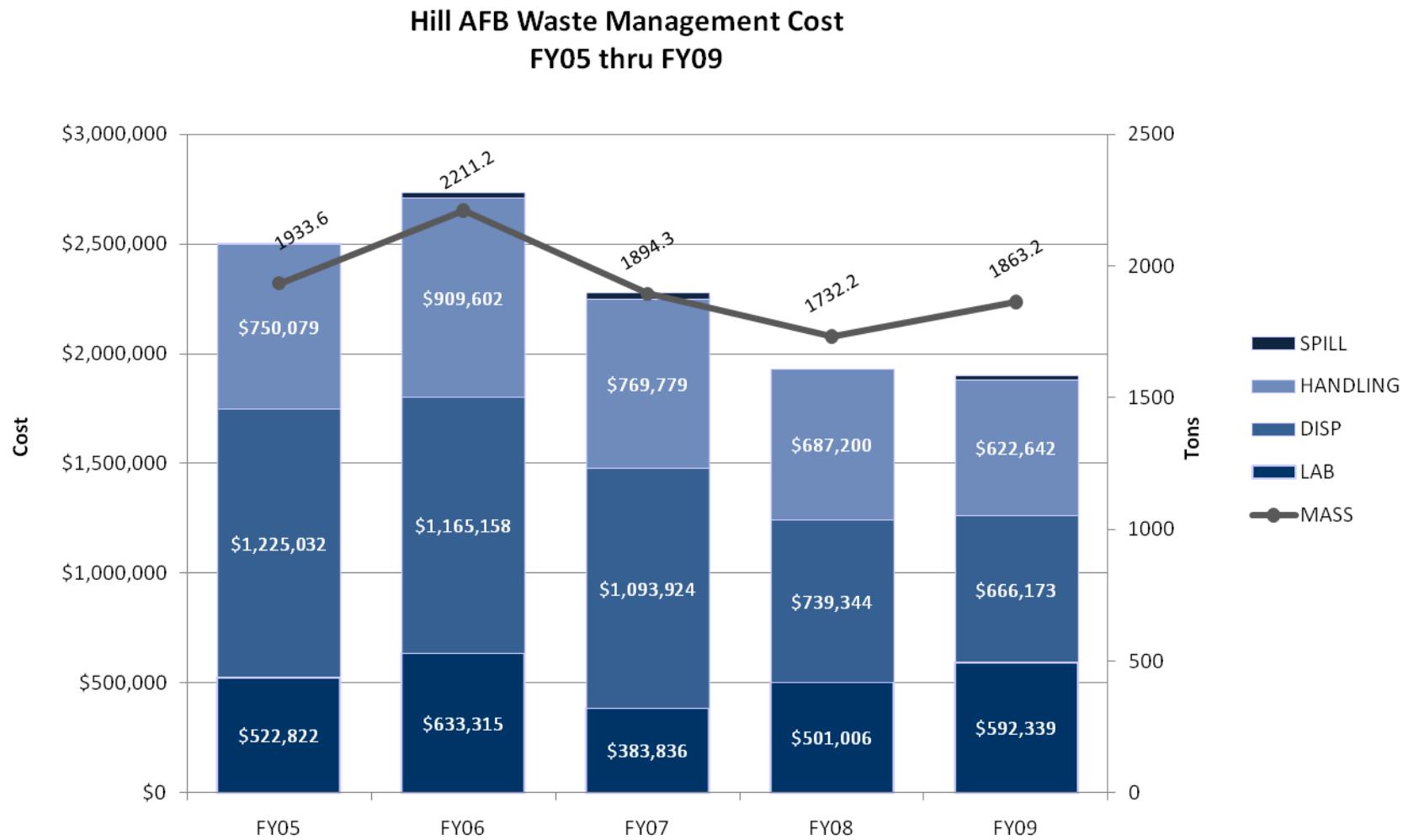
1933.6 tons Total Mass



1863.2 tons Total Mass



Hill AFB Waste Management Costs



* Metrics are base-wide

Hill AFB Waste Management Metrics



METRIC	FY05	FY06	FY07	FY08	FY09	FY05-FY09	FY08-FY09
LAB	\$522,822	\$633,315	\$383,836	\$501,006	\$592,339	13.3%	18.2%
DISPOSAL	\$1,225,032	\$1,165,158	\$1,093,924	\$739,344	\$666,173	-45.6%	-9.9%
HANDLING	\$750,079	\$909,602	\$769,779	\$687,200	\$622,642	-17.0%	-9.4%
SPILL	\$80	\$25,757	\$27,769	\$0	\$17,633	NA	NA
TOTAL COST	\$2,498,014	\$2,733,833	\$2,275,308	\$1,927,551	\$1,898,787	-24.0%	-1.5%
CONTAINER	8738	8684	8136	8123	7168	-18.0%	-11.8%
MASS (tons)	1933.6	2211.2	1894.3	1732.2	1863.2	-3.6%	7.6%
COST/LB	\$0.65	\$0.62	\$0.60	\$0.56	\$0.51	-21.1%	-7.6%



Benefits

- Compliance with Air Force policy
- Greater Defensibility and Accountability
- Consistency and Standardization
- Incentivizes: Waste AND Cost Minimization!



75TH AIR BASE WING



Wayne Downs, PhD, PE
75ABW/CEG/CEVC
(801) 777-4325
Wayne.Downs@hill.af.mil

Mitch Haight
EM-Assist, Inc.
(801) 201-4963
MHaight@EM-Assist.com